



# RIVERSIDE NEIGHBORHOOD PARTNERSHIP BY-LAWS

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## ARTICLE I – NAME

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The name of this organization shall be the Riverside Neighborhood Partnership (RNP).

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## ARTICLE II – PURPOSE

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The Riverside Neighborhood Partnership (RNP) is a coalition of neighborhoods, business, non-profit organizations, education, and city government working together to improve the quality of life in Riverside.

In general, the Partnership's goals are as follows:

- 1.) Encourage and facilitate the **formation of neighborhood associations** citywide.
- 2.) Provide a forum for **communication** between neighborhoods and the City.
- 3.) Offer **assistance and education** to neighborhood groups in solving problems and accessing resources.
- 4.) Provide neighborhood leadership **training**.
- 5.) Act as an **advocate** for neighborhood interests at City Hall.

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## ARTICLE III – MEMBERSHIP

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Section 1. Membership shall consist of a maximum of 25 members in the following categories:

- 15 Neighborhood Representatives (Three from each of the City's five Police Service Areas. Each neighborhood representative must be active in a neighborhood organization, neighborhood watch, or other identifiable neighborhood group. Residential representatives will be selected by election at an annual Neighborhood Conference with members from column A of the membership grid seeking election in 2002, members in column B seeking election in 2003, and members in column C seeking election in 2004 (See attached membership grid). If such a conference does not occur, members would be selected by the Mayor's Nominating and Screening Committee.
- 3 Business Members (Selected by the Mayor's Nominating and Screening Committee.)
- 3 Education Members (Selected by the Mayor's Nominating and Screening Committee.)
- 3 Non-profit/Community of Faith Members (Selected by the Mayor's Nominating and Screening Committee.)
- Council Member (liaison – chair of the Community Services and Youth Committee)

Section 2. Term of board membership shall be 3 years.

Section 3. Vacancies shall be filled by nomination from the current representatives. New appointments to the Partnership shall be ratified by the Mayor's Nominating and Screening Committee.

Section 4. Members are encouraged to identify an alternate to attend meetings to become familiar with the work of the Partnership and as a stand-in for the absent representative. Alternates serving in the stead of regular members will have full voting authority.

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#### **ARTICLE IV - DUTIES OF MEMBERSHIP**

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Section 1. Members shall be responsible for addressing issues of concern to neighborhoods and assisting in organizing emerging neighborhood groups.

Section 2. Members shall make recommendations to the Riverside City Council concerning neighborhoods and neighborhood matters.

Section 3. Members will be asked to serve on RNP standing and/or ad hoc subcommittees.

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#### **ARTICLE V - OFFICERS**

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Section 1. The officers of the RNP shall consist of a Chairperson and two Vice-Chairpersons.

Section 2. The Chairperson and one Vice-Chair will at all times be neighborhood representatives.

Section 3. The officers shall be elected from the membership at the first meeting in July of each year.

Section 4. Each officer shall serve a term of one (1) year beginning in July and ending in June of that fiscal year.

Section 5. In case of a vacancy in office other than that of Chairperson, the vacancy shall be filled by election at a subsequent regular meeting of the organization.

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#### **ARTICLE VI - DUTIES OF OFFICERS**

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Section 1. The duties of the Chairperson shall be to preside over all meetings of the organization, to appoint committee chairpersons, and to be or appoint the spokesperson for the organization to local government, the press, or other neighborhood organizations.

Section 2. The duties of the Vice-Chairperson shall be to preside over meetings of the organization in the absence of the Chairperson and to succeed to the office of Chairperson in the event of a vacancy in that position.

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## ARTICLE VII - MEETINGS

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Section 1. The regular meeting of the organization shall be held monthly usually commencing at 6:30 p.m. on the first Monday of the month with no meeting being held in the month of August. The location is to be designated by the membership or the Office of Neighborhoods staff.

Section 2. A majority of all members of the Partnership shall constitute a quorum for the transaction of business. A motion shall carry upon the affirmative vote of the majority of the members present at any meeting.

Section 3. All meetings of the Partnership shall be open to the public and notice shall be given to the public prior to convening of any meeting in accordance with the Brown Act as set forth in Section 54950 et seq. of the California Government Code.

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## ARTICLE VIII - COMMITTEES AND PROGRAMS

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Section 1. Committees and programs of this organization shall be established by majority vote of members present at a meeting of the organization.

Section 2. Committee members and chairpersons shall be appointed by and serve at the pleasure of the chairperson.

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## ARTICLE IX - PROCEDURE

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Unless the meeting has adopted some other procedure, all meetings of this organization are governed by guidelines of Robert's Rules of Order.

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## ARTICLE X - RECORDS

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Minutes of the organization will be kept on file with the Office of Neighborhoods.

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## ARTICLE XI - AMENDMENTS

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Section 1. The by-laws of this organization may be amended at any meeting, provided that the proposed amendments have been sent to all members prior the meeting at which they are to be considered.

Section 2. Amendments will take place by a two-thirds majority vote of the Riverside Neighborhood Partnership members present and voting at a regular meeting.

Dated December 3, 2001

Chairperson

1<sup>st</sup> Vice Chair

2<sup>nd</sup> Vice Chair

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Manuel Carrasco

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David McNiel

12/03/01